

U.S. Embassy Bucharest  
Date: 29<sup>th</sup> February 2016

To: Prospective Quoters

Subject: Request for Quotations number **SRO10016-Q0009**

Enclosed is a Request for Quotations (RFQ) for ***Gardening services for NEC, CMR and DCMR***

If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The Embassy intends to conduct a site visit on **10<sup>th</sup> March 2016 at 10:00 AM** and all prospective offerors who have received a solicitation package are invited to attend. The names of the participants must be submitted no later than **8<sup>th</sup> March 2016 on or before 14:00 PM**.

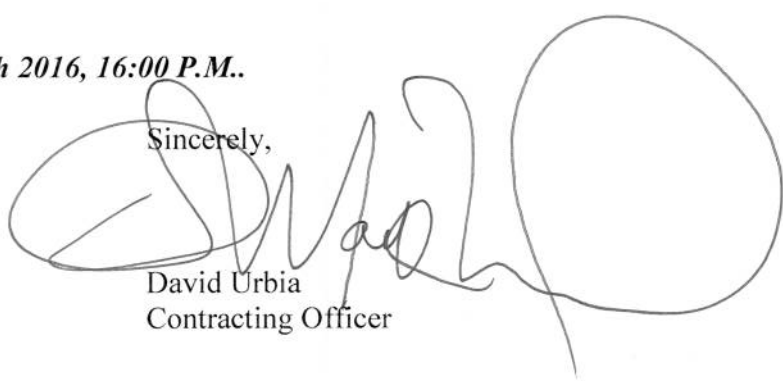
The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

As the estimated amount of the contract may exceed \$25,000 threshold the potential contractor is required to register in SAM (System for Award Management) before the award.

The contractors needing to register in SAM will need to get their DUNS numbers from Dun and Bradstreet, and their NCAGE Codes from Romanian MOD, before they can complete their SAM registrations.

Quotations are due by **16<sup>th</sup> March 2016, 16:00 P.M.**

Sincerely,



David Urbia  
Contracting Officer

Enclosure: SF-1449  
Solicitation: SRO10016-Q0009  
Registration Procedure for SAM